

THE TOWN OF FOREST HEIGHTS
RESOLUTION 07-23

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF FOREST HEIGHTS, MARYLAND ACCEPTING THE RESIGNATION OF MR. LINWOOD ROBINSON FROM THE OFFICE OF TOWN ADMINISTRATOR AND APPROVING A SEPARATION AGREEMENT

Introduced By: Mayor Calvin Washington

WHEREAS, the Town Administrator by letter to the Mayor dated January 3, 2023, has indicated that he intends to resign from his appointed office effective January 6, 2023; and

WHEREAS, the Town Council appointed Mr. Robinson to serve as the Town Administrator pursuant to Resolution 89-17 approved on or about November 15, 2017, with an effective date of December 11, 2017; and

NOW THEREFORE BE IT RESOLVED, and enacted that the Town Council hereby approves and accepts the resignation of Mr. Linwood Robinson as an employee and as the Town Administrator; and

BE IT FURTHER RESOLVED, that pursuant to Sections 3.40 and 4.10 of the Employee Handbook, the above-named employee shall upon retirement, dismissal or voluntary separation from the Town shall be paid for unused accumulated vacation leave, and shall be entitled to vested and accrued retirement benefits in accordance with the approved plan for such benefits; and

BE IT FURTHER RESOLVED, that the Town Council hereby approves and authorizes the Mayor to enter into a confidential separation agreement and release with Mr. Robinson including a severance package equivalent to one months' salary; and

BE IT FURTHER RESOLVED, that the Mayor or his designee shall cause all pertinent intergovernmental, financial, pension plan administration or bonding institutions and bank or other records to be informed and/or modified to reflect the change in status of said departing Town official.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon passage.

PASSED this 9th day of January 9, 2023.

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

LILLY



The Town of Forest Heights
Resolution 07-23

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KENNEDY II

Yes

NOBLE

Yes

BARNES

N/P

HINES

Yes

WASHINGTON

Yes

ATKINSON

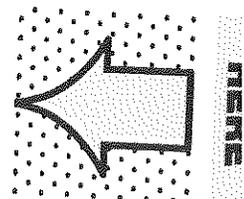
Absent

ATTEST:

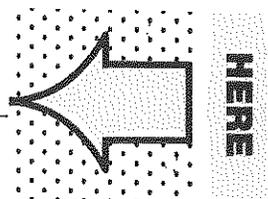
THE TOWN OF FOREST HEIGHTS,
MARYLAND

Sherletta Hawkins
Sherletta Hawkins, Town Clerk

By: [Signature]
Calvin Washington, Mayor



By: [Signature]
Troy Lilly, Council President



CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the 07th of January 2023 with 5 Aye votes and 0 Nay vote the aforesaid Resolution 07-23 passed.

Sherletta Hawkins
Sherletta Hawkins, Town Clerk